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1 Page Form



SUFFOLK COUNTY BOARD OF ETHICS

335 Yaphank Avenue, Yaphank, New York 11980 • Office 631.852.4038 • Fax 631.852.4041

Recusal Form

Directions: Please complete the statement below, sign and file with the office of the Suffolk County Board of Ethics at 335 Yaphank Avenue, Yaphank, New York 11980.

Statement Pursuant to Suffolk County Code §77-7 “Recusal and Disclosure.”

I, _____, do hereby recuse myself from:

A. Description of Matter Requiring Action: _____

B. Nature and Extent of Conflict: _____

Dated: _____

Signature

Printed Name

§77-7 “Recusal and Disclosure.” A. A public servant shall promptly recuse himself or herself from acting on any matter when acting on the matter, or failing to act on the matter, would constitute prohibited conduct under the Code of Ethics or would financially benefit the public servant, a person or firm associated with the public servant, a customer or client or any person from whom the public servant has received a gift, or any goods or services for less than market value in the preceding 12 months. B. Whenever a public servant is required to recuse himself or herself under the Code of Ethics, he or she shall: (1) Promptly inform his or her immediate supervisor, if any; (2) Promptly file with the Board a signed statement disclosing the nature and extent of the conflict; and (3) Immediately refrain from participating further in the particular matter.